

**Maidwell with Draughton Parish Council**  
**LODER HALL, MAIDWELL**

**Minutes of the Annual General Meeting held on 14<sup>th</sup> May 2025**

**Present:** Cllr Munro (Chair), Cllr Paybody (Vice-Chair), Cllr Blake, Cllr Hackworth  
One member of the public.

1. **Election of Chairman** - Cllr Munro was duly elected as Chairman for 2025/26. Prop: Cllr Blake. Sec: Cllr Paybody. Unanimously approved.
2. **Election of Vice Chairman** - Cllr Paybody was duly elected as Vice Chairman for 2025/26. Prop: Cllr Blake. Sec: Cllr Munro. Unanimously approved.
3. **Apologies for Absence were received:** Cllr Goddard, Cllr Jenkins
4. **Declaration of Personal and Prejudicial Interests** under the Council's Code of Conduct related to business on the agenda – None
5. **General Power of Competence** – Maidwell with Draughton Parish Council **RESOLVED** that it meets the eligibility criteria to exercise the General Power of Competence until the date of the next Annual Meeting of the Council in an Election Year. Approved. Prop: Cllr, Paybody. Sec: Cllr Blake.
6. **Noted:** Important Forms to be returned to the Clerk ASAP
  - i. Register of Interests (Statutory Requirement) within 28 days of taking office
  - ii. Election Expenses (Statutory Requirement)
  - iii. Declaration of Acceptance – Received above
  - iv. GDPR Security Compliance Checklist
  - v. Consent to Receive Summons via Email
  - vi. Code of Conduct
7. **Noted:** The Declaration of Acceptance of Office form from Cllr Goddard and Cllr Jenkins will be received before the end of the month by the Clerk.
8. **Co-option of New Councillor** – Mark Jackson-Stops introduced himself to the Council. A resolution to co-opt Mark as a new Councillor was unanimously approved. Prop: Cllr Blake. Sec: Cllr Hackworth.
9. **Minutes of the Meeting held on 12 March 2025 and the Extraordinary Meeting held on 16 April 2025**  
12 March 2025 - Approved. Prop: Cllr Paybody. Sec: Cllr Blake  
16 April 2025 - Approved. Prop: Cllr Hackworth. Sec: Cllr Munro
10. **Matters arising from the Minutes of the Meeting held on 12 March 2025**
  - i. **(90i) Planning – Land at Dale Farm** – An Extraordinary meeting was held on the 16th of April 2025 resulting in further comments submitted to WNC, a copy of which can be viewed on the website. Awaiting WNC Planning Committee date. It was noted that since the change to leadership at WNC, the committee dates may be delayed.

## 11. Open Forum – One Member of the Public Present.

A note was made regarding the proposal for the building of a logistics warehouse at Junction 2 of the A14 at Kelmarsh. No planning applications have been submitted; the PC will monitor for any such applications.

## 12. Speeding Traffic through Maidwell

- i. **Road Re-Surfacing** – No Updates on outstanding items.  
**Blueberry Lane Re-Surfacing** – Cancelled 3 times by Highways. No other updates.  
**Bridge on Blueberry Lane Update** – No update

It was agreed that the PC will write to Highways to obtain updates on the outstanding items from the road re-surfacing works on the A508 that were partly completed Summer 2024. Items 3, 5 and 9 from the original list were due to be completed under the 2025 Highways Budget. PC will also ask for an update on Blueberry Lane especially the imminent collapse of the bridge. Clerk to draft and circulate.

Add to agenda next month – Manor Farm Road

The Parish Council would formally like to thank our previous Ward Councillors, Jonathan Harris and Kevin Parker for their continued support to the Parish Council in the last few years and wish them the very best in their future endeavours.

- ii. **SID Data** – The latest speed data information was shared with all Councillors ahead of the meeting. All new data can be downloaded on the website (<https://maidwellwithdraughtonparishcouncil.gov.uk/speed-data/>)

The increase in vehicle numbers travelling Northbound was noted particularly in the last 2 months.

The new sign outside the Westway garage is due for a recalibration as the data currently collected does not show any speeds below 40mph. The speed limit of the road is 30mph.

It was also noted that the speed that vehicles are traveling through the village appears to be slowly increasing month on month. PC will continue to monitor and analyse all data collected.

The PC agreed that there was still concern regarding the speeds of traffic in the new 40mph zone, previously 30mph zone, and that this would also be continued to be monitored.

## 13. Sustainability

- i. **Maidwell-Being** – Meetings/coffee meetings are held on every second Saturday of the month – the next meeting will be on **Saturday 14<sup>th</sup> June** at the Loder Hall.

It was noted that the Quince trees planted recently are establishing nicely, no fruit yet.

- ii. **Recycle Bins** – 3 large Terracycle bags have been purchased for the recycling of the blister packs at a cost of **£94.50**. A discount had been applied. Approved. Prop: Cllr Blake. Sec: Cllr Paybody. Invoice due to be paid under Clerk expenses in Item 24.

## 14. Policies

- i. Standing Orders – No changes

- ii. Code of Conduct – No changes

All policies reviewed were re-adopted and copies can be found on the website.  
Approved. Prop: Cllr Paybody. Sec: Cllr Hackworth.

**15. Review of Councillor Responsibilities** – Postponed until July meeting due to Councillor absence.

**16. Annual Insurance Renewal** – Clerk obtained 3 quotes – 2 from the existing insurance company Clear Councils and a third from Zurich.

Cllr Paybody agreed to review all the policies ahead of making a final decision before 1<sup>st</sup> June therefore the Council agreed to spend up to **£566.58** and delegate to the Clerk for the final decision. **Approved.** Prop: Cllr Blake, Sec: Cllr Hackworth.  
Confirmation of renewal due at the July meeting.

**17.** The Council approved the purchase of a new litter picking sign for the village Womble group after the original sign was stolen. Replacement quote **£ 160.27 (incl VAT)** from Start Safety Ltd.  
**Approved.** Prop: Cllr Paybody. Sec: Cllr Munro. Clerk to action.

**18. Bank Signatory** – Cllr Hackworth agreed to be added to the bank signatories. Clerk to action.

**19. Confidential Item** - Clerk Appraisal. The Clerk left the meeting while this item was discussed. The minutes were taken by the Chair.

The Chair and Vice Chair reported back that they had completed the Parish Clerk's annual appraisal. It was a very positive discussion from all parties. It was noted that the Clerk had not received a salary increment last year. Following discussion, it was agreed that it would be appropriate for an increment to be given this year, placing the Clerk on **point 10 of the LC1 salary scale**. NCALC had confirmed that this band remains the appropriate band for councils with a precept of less than £25k. This would take effect from the 14<sup>th</sup> May 2025.  
Approved. Prop: Cllr Paybody. Sec: Cllr Blake.

**20.** Opportunity for 2 delegates to attend the WNC Annual Parish Conference – Parishes in Partnership – 12<sup>th</sup> June 2025 10-2:30pm at Franklin Gardens. After a short discussion, the Clerk agreed to attend on the behalf of the Parish Council. Cllr Hackworth expressed interest in also attending. TBC

**21. Reports:**

**Planning:** None

**Consultations:**

The following consultations were noted by the Parish Council.

- i. **Deadline Passed: Pharmaceutical Needs Assessment** - West Northamptonshire Health and Wellbeing Board have produced a draft Pharmaceutical Needs Assessment (PNA) report and is seeking feedback before it is finalised. The PNA aims to assess local pharmacy services and identify areas for improvement based on reviews of services and feedback from public engagement completed last year. **This consultation closed midnight 1 May 2025.**

All WNC consultations can be found on this website. [https://westnorthants.citizenspace.com/consultation\\_finder/](https://westnorthants.citizenspace.com/consultation_finder/)

## Finance

### 22. Audit 2024/25

- i. The **Internal Auditors Report** was received and actions noted.
- ii. **Section 1 Annual Governance Statement 2024/25** was read aloud, all questions answered and the document signed by the Chair. **Approved. Prop: Cllr Paybody, Sec: Cllr Hackworth**
- iii. **Section 2 Accounting Statements 2024/25** was approved and signed. **Approved. Prop: Cllr Paybody, Sec: Cllr Hackworth**
- iv. The **Certificate of Exemption** was approved and signed. **Approved. Prop: Cllr Paybody, Sec: Cllr Hackworth**

23. **Accounts:** The Clerk produced accounts to 31<sup>st</sup> March 2025 and the new financial year accounts to 30<sup>th</sup> April 2025 along with a bank reconciliation, bank statement and spend v budget v forecast.  
**Approved and signed. Prop: Cllr Paybody, Sec: Cllr Hackworth**

### 24. Resolution to approve payments

- i. Parish Clerk – Apr-May'25 - **£ 594.80**
- ii. Expenses – Parish Clerk – Heating/ZeroWasteBag - **£ 96.50**
- iii. Blades – Grass Cutting Inv 6 – Apr'25 - **£ 378.59**
- iv. NCALC – Annual Fee Inv 4453 - **£ 599.91**

**Payments approved. Prop: Cllr Paybody, Sec: Cllr Hackworth**

Resolution to approve payments made since last meeting - None

Direct Debits

- v. Npower – Streetlight Electricity Feb'25 - **£ 67.08**
- vi. Npower - Streetlight Electricity Mar'25 - **£ 65.34**

**Payments approved. Prop: Cllr Paybody, Sec: Cllr Hackworth**

Resolution to approve any additional payments received since publication of agenda – None

Internal control checks were carried out. All invoices signed and approved.

25. **Correspondence** (Additional correspondence not written below for noting only) - None

26. **Date and Time of Next Meeting** – The next meeting will be held on **Wednesday 9<sup>th</sup> July 2025** at 7.30pm at the Loder Hall, Maidwell

### ***Dates of Future Meetings***

*Wed 9<sup>th</sup> July 2025*  
*Wed 10<sup>th</sup> Sept 2025*  
*Wed 12<sup>th</sup> Nov 2025*  
*Wed 14<sup>th</sup> Jan 2026*  
*Wed 11<sup>th</sup> Mar 2026*  
*Wed 13<sup>th</sup> May 2026*

27. The meeting was closed at 20:42

*SSmith*

Date & Signature of Chairman:

Mrs Sarah Smith, Parish Clerk  
Maidwell with Draughton Parish Council

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22/05/25